

Please note that each visa applicant *must* follow the steps below <u>before</u> your immigrant visa interview can be scheduled at the U.S. Embassy in Baghdad, Iraq.

#### **Step 1:** Complete Your Pre-Interview Checklist

Once your interview is scheduled by the National Visa Center (NVC), you will receive an email from the U.S. Embassy Baghdad's Immigrant Visa Unit with an attached checklist and detailed information regarding which documents you are required to submit by express mail to the U.S. Embassy **prior to your visa interview**. You must follow the checklist by obtaining all required documents, completing the checklist, and send the required documents and completed checklist in a single package to the U.S. Embassy by the date noted on the original notification email from the U.S. Embassy.

**Pre-Interview Checklist** 

#### **Step 2: Confirming Your Visa Interview**

After the U.S. Embassy has received all of your required documents, we will contact you by email to confirm the date of your appointment and to provide you an access letter to the U.S. Embassy. You will not be able to access the International Zone and the U.S. Embassy Consular Section to attend your scheduled Immigrant visa interview without the appointment confirmation and access letter.

If you do not provide a complete document package by the date noted on the notification email from the U.S. Embassy, your interview will be cancelled and will not be rescheduled until you submit the complete document package.

#### Step 3: Medical Exam in Iraq

Do not complete a medical examination until you have been requested to do so by the Embassy. We will contact you directly with specific instructions once your case is ready for this step. As soon as you receive the Medical Exam Instructions email, you must schedule a medical exam in Iraq. Click the "Medical Exam Instructions" button below for a list of designated clinics in Iraq. When the Embassy instructs you to complete the medical examination, you will need to schedule an appointment with one of these approved clinics prior to your interview.

**Medical Exam Instructions** 

#### Step 4: Review interview guidelines

Read our interview guidelines to learn about any other special actions that you need to take *before* your visa interview.

**Interview Guidelines** 

#### **Contact information**

U.S. Embassy Al-Kindi Street Baghdad 217 Iraq

- Email:
  BaghdadIV@state.gov

- Map:



#### Other links

- Diversity visa instructions
- After your interview
- Frequently asked questions
- Iraq civil documents

#### Social media







#### Interview Preparation Video



### **Medical Exam Instructions**



All immigrant visa applicants, regardless of age, require a medical examination prior to the issuance of a visa. Only a physician accredited by the U.S. Embassy can perform this exam. After we have instructed you to obtain your medical exam, it is your responsibility to schedule and complete a medical exam with one of the clinics listed below. Medical examination results from other physicians will not be accepted.

\*\*Special Immigrant Visa (SIV) applicants must complete their medical examination at IOM Baghdad or IOM Erbil clinics only.

#### **Approved physicians**

UR CLINIC	IOM BAGHDAD	IOM ERBIL
Hours: 8:00 am to 5:00 pm,	Hours: 9:00 am to 5:00 pm,	Hours: 8:30 am to 4:30 pm,
Sunday-Thursday	Sunday—Thursday	Sunday–Thursday
Telephone: +964-780-111-1058, +964-	Telephone: +964-781-794-5794,	Telephone: +964-751-015-1477 or
771-115-0066, or +964-750-658-3275	+964-790-437-906, +964-770-250-	+964-772-173-9254
	3459, +964-770-250-4525 or +964-	
	771-389-1482	
Basic exam fee: US\$150 (15 years and	Basic exam fee: US\$160 (15 years	Basic exam fee: US\$160 (15 years
older) and US\$70 (under 15 years)	and older) and US\$70 (under 15	and older) and US\$100 (under 15
	years)	years)

#### Items to bring to your medical examination

You should bring the following items to your medical exam:

- Your visa interview letter;
- Your passport and national identification card, i.e. "jensiyah," and three (3) color photocopies;
- Four (4) recently-taken color photographs that are 5cm x 5cm in size on a white background; and
- A copy of your medical records and immunization records, if available.

You must pay all medical examination fees, including x-ray and blood test fees, directly to the examining physician. If any vaccinations are required, those will be charged separately for an additional fee.

#### **During the medical exam**

The medical examination will include a medical history review, physical examination, and chest X-ray, gonorrhea test, and blood tests (for applicants 15 years of age or older). The United States also requires tuberculosis (TB) testing for all applicants two years of age and older. Please be prepared to discuss your medical history, medications you are taking, and current treatments you are undergoing. More information on general medical requirements for U.S. immigrants is available <a href="here">here</a>. U.S. immigration law requires immigrant visa applicants to obtain certain vaccinations prior to the issuance of a visa. Current immigrant visa vaccination requirements are available <a href="here">here</a>. You can also read Frequently Asked Questions about our medical examination requirements online.

#### After the medical exam

When your examination is completed, the doctor will provide you with your exam results contained in a sealed envelope. **DO NOT OPEN THIS ENVELOPE**. We will instruct you by email on the next steps you should take. In some cases, we will ask applicants to bring their medical results with them to the interview. In other cases we will ask applicants to mail them to us after the interview. Any x-rays taken will be given to you. You **DO NOT** need to bring the X-rays to your visa interview unless you suffer from tuberculosis (TB). However, you **must** carry the x-rays with you when you travel to the United States for the first time. The medical report must be less than six months old when you enter the United States as an immigrant.

## **Pre-Interview Checklist ☑**



Following is a list of items that every applicant must send to the U.S. Embassy Baghdad's Consular Section before his/her immigrant visa interview.

NOTE: Any documents that are not issued in English must be accompanied by a certified English translation:

	Unexpired passport valid for 12 months beyond your intended date of entry to the United States <u>and</u> a photocopy of the biographic page (where your name and photo are located).
	Two (2) color photographs of each person applying for a visa (5 cm x 5 cm).
	Confirmation page from the Form DS-260 Application for an Immigrant Visa you submitted online at <a href="mailto:ceac.state.gov/iv">ceac.state.gov/iv</a> .
	Your <b>original</b> birth certificate (shahadat milad), English translation, <u>and</u> a photocopy. If a birth certificate is unavailable, bring your Family Book "Qayd 57" issued by the Nationality Directorate (Mudeeriyat Al-Jenssiyah).
	Medical examination results in a sealed envelope (if the physician gives you these results).
	Prepaid DHL or FedEx airway bill for the return of your passport after the interview.
	Any passports you have previously been issued; a list of all email addresses you have used in the past; a list of all cellular telephone numbers you have used in the past; and your full employment history noting location and years.
	Original or certified copies of birth certificates for all children of the principal applicant (even if the child(ren) is/are not accompanying).
Ар	plicants from the categories listed in italics below should bring these additional documents:
Foi	family-based visa applications:
	The appropriate Form I-864 Affidavit of Support for <b>each</b> financial sponsor along with a photocopy of the sponsor's IRS transcript or most recent U.S. federal income tax return, and any relevant W-2s.
	Proof of your U.S. petitioner's status and <u>domicile</u> in the United States (photocopy of a U.S. passport, naturalization certificate, or lawful permanent resident card). If you have an Affidavit of Support joint sponsor, you must submit proof of their domicile as well.
	Evidence of the relationship between the petitioner and visa applicant (such as photographs, letters, or emails).
	In F4 and IR5 family-based visa applications, you must submit the petitioner's birth certificate as well.
	If you are married: Your original marriage certificate, English translation, and a photocopy.
	If you or the petitioner were previously married: Any <b>original</b> divorce or spouse's death certificate(s), for both the petitioner and the beneficiary. English translation, and a photocopy.

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## Pre-Interview Checklist ☑



If you are older than 16 years of age:
- An original police certificate (no photocopies are accepted) from every country of previous residence of 12 months or more from the applicant's 16th birthday are required for all immigrant visa applicants.
- For residents of Iraq, an original Police Certificate from Iraq (no photocopies are accepted) issued by The Directorate of Criminal Information "Modeeriat Aladellah Aljinaeyah" in Baghdad is required for all visa applicants above the age of 16 Applicants have to take their issued Iraqi police certificates to The Iraqi Ministry of Foreign Affairs (MOFA) in Baghdad for certification before submitting to the U.S. Embassy for processing. The certification is a stamp placed on the back of the police certificate at the top of the sheet in the box marked "MOFA Ministry of Foreign Affairs."
- Please note that the original police certificates are valid for 12 months from the date of issuance for the purposes of the immigrant visa application process. If your visa case is not completed prior to the expiration of the original police certificate you submitted, you will be required to submit a new original police certificate to replace the expired one(s).
For employment-based visa applications: A letter from your U.S. employer dated less than one month ago.
If you have ever been convicted of a crime: Court and criminal records, English translation, and a photocopy.
If you have served in any country's military: Military records, English translation, and a photocopy.
If you are adopted: Adoption papers or custody documents, English translation, and a photocopy.
If you are the petitioner's stepchild: The <b>original</b> marriage certificate of the petitioner and your biological parent, English

## **Interview Guidelines**



#### Courier service for return of your passport/visa

After your interview, the U.S. Embassy will return your passport and visa via courier service. You must prepay for this service and send a copy of your prepaid voucher or airway bill to us before the visa interview.

#### Rescheduling or cancelling your interview

If your appointment is confirmed and you are unable to attend your appointment, please email <a href="mailto:BaghdadIV@state.gov">BaghdadIV@state.gov</a>.

There may be a significant wait before the next available appointment, so please attempt to attend the date already assigned. DV applicants should be aware that visas are numerically limited and must be issued by September 30 of the program year. There is no guarantee that a visa will still be available on the date of your rescheduled interview.

Applicants in family-based and employment preference categories should consult the <a href="Visa Bulletin">Visa Bulletin</a> before requesting to reschedule an interview.

#### Security screening procedures

All visitors to the U.S. Embassy in Baghdad must follow certain security procedures. Any visitor who declines to be screened by U.S. Embassy security personnel will be unable to enter the embassy. To avoid delaying your entry and that of those in line behind you, please bring only what is required for your interview. For detailed instructions on where and how to enter the embassy, click on the "Arrival at the Embassy" button below.

Arrival at the Embassy

#### **Accompanying persons**

Shortly before your visa interview, the embassy will email you an appointment letter <u>and</u> an access letter to allow you into the International Zone. You must print the access letter and bring it with you on the appointment date. The following persons may accompany a visa applicant to their interview as long as the embassy has been notified **in advance**:

- Special Needs Visitors: Applicants may bring ONE person to help if they are elderly, disabled, or a minor child.
- Interpreter: Applicants who do not speak English, Kurdish or Arabic well enough to participate in an interview must bring their own translator to the interview.

You must arrange your escort's access to the embassy <u>before</u> the date of your appointment by emailing <u>BaghdadIV@state.gov</u> with your case number; the full name of your escort, translator, or attorney; and the reason why he/she is attending the interview with you. All persons need to show photo identification to enter the embassy.

#### **Immigrant visa fees**

If you have not paid all required fees to either the National Visa Center or via the appointment website, please be prepared to pay these fees on the day of your interview. All fees must be paid in U.S. dollars. The U.S. Embassy accepts cash payment only. If you are found ineligible to receive a visa, the application fee cannot be refunded.

#### Do not make travel plans outside of Iraq

If your visa is approved, we will keep your passport at the embassy while we prepare your immigration packet and print a visa for your passport. If you must travel in the interim for an emergency, we will return your passport to you upon email request and only via courier services. If you have to travel within Iraq while your passport is still with us, please make sure you have a valid picture ID other than your passport.

## **After Your Visa Interview**



A consular officer can adjudicate a visa application only after reviewing the formal application and interviewing the applicant. *There is no guarantee that you will receive a visa.* Do not sell your house, car or property, resign from your job or make non-refundable flight or other travel arrangements until you have received your immigrant visa.

#### If more information is needed

Sometimes a consular officer is unable to adjudicate a visa application because he/she needs to review additional documents or the case requires further administrative processing. When additional documents are requested, the consular officer will give you a refusal letter that asks you to submit additional documents. The letter will include instructions on how to send those documents to the embassy.

Administrative processing takes additional time after the interview. The timing varies based on the circumstances of each case, but will be a factor of months, not days. Before inquiring about the status of administrative processing, please wait at least six (6) months after your interview. You may also check the status of your visa application online. Be assured that the embassy will contact you when administrative processing is complete.

#### What happens after visa approval

Passport, Visa, and Sealed Immigrant Packet – We will place your immigrant visa on a page in your passport. Please review your visa to make sure there are no spelling errors. We will also give you a sealed envelope containing documents that you must give to U.S. immigration authorities when you arrive in the United States for the first time. Do not open this envelope. You must carry it with you. Do not put it in your checked luggage. If you receive X-rays during your medical examination, carry those with you and give them to the U.S. immigration authorities.

**USCIS Immigrant Fee** – All individuals who are issued immigrant visas overseas must **pay an <u>Immigrant Fee</u>** to U.S. Citizenship and Immigration Services (USCIS) *prior to traveling* to the United States. This fee is for processing your residency status and printing your Permanent Resident Card. The only people exempt from paying this fee are: children entering the United States under the Hague Process, returning residents, and people traveling on a fiancé(e) (K) visa.

When You Should Travel – You must enter the United States *before* the expiration date on your visa, which is usually six (6) months from the date of printing. Your visa cannot be extended and all fees are nonrefundable. The principal applicant must enter **before or at the same time** as other family members with visas. Unless they are eligible for benefits under the Child Status Protection Act, children who are issued a visa before turning 21 years of age must enter the United States *before* their 21<sup>st</sup> birthday to avoid losing their immigrant status.

**Getting a Green Card** – Your Form I-551 Permanent Resident Card, also known as a green card, will be automatically mailed to the address in the United States that you write in your visa application form. This is a very important document that proves you have permission to reside in the United States. *If you plan to travel outside the U.S. before your green card arrives*: Please consult <u>USCIS's</u> and <u>CBP's</u> websites for rules about what documents you need to re-enter the country. We also recommend you check with the airline to ensure you are in compliance with their rules. *Once your card is issued, you should not stay outside of the United States for more than one year. If you do, you may lose your status as a Lawful Permanent Resident.* 

Children's Issues – In the United States, children are required to have certain vaccinations before they can enroll in school. We recommend that you bring your child's complete vaccination records with you to the United States. If your child is adopted, if you have full custody as a result of a divorce, or if you share custody with another parent, you should bring a copy of all applicable adoption or custodial papers from the authoritative court in your home country. You will need these papers (translated into English) for issues such as school enrollment, medical care, and eventual citizenship.

**Information for New Immigrants** – Please visit the USCIS web page for helpful information on moving to the United States. You can read their publication "<u>Welcome to the United States: A Guide for New Immigrants"</u> online.

## **Diversity Visa Applicants – Additional Information**



If you are interviewing for a Diversity Visa (DV), all of the above instructions apply to you. Please schedule and attend a <u>medical examination</u> prior to your visa interview; enroll in the required courier service; and gather the required documents.

Below are additional instructions that apply **only** to DV applicants.

<b>Bring</b>	to	vour	inte	rview
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In addition to the documents listed on the <u>Pre-Interview Checklist</u> in this package, DV applicants should also bring the following items to your visa interview:
Appointment information printed from the "Entrant Status Check" on the <u>E-DV website.</u>
Documents showing that you have either a qualifying high school education <b>OR</b> two (2) years of qualifying work experience in the five (5) years immediately prior to application (for the principal applicant only; more information is available <u>online</u> ).
Payment in cash of the \$330 Diversity Visa Application Fee for <u>each</u> applicant.

#### **Review your DV Lottery entry**

Prior to your visa interview, we recommend that you review the data on your initial E-DV entry. On your initial E-DV application, you must have correctly entered your marital status. If you are legally married you must have listed your spouse, even if you are currently separated from him/her (unless your spouse is a U.S. citizen or Lawful Permanent Resident).

Additionally, you must have listed ALL of your living children who are unmarried and under 21 years old. This includes your natural children, your spouse's children, or children you have formally adopted in accordance with the laws of your country.

Failure to have listed an existing spouse or children at the time of your entry in the Diversity Visa lottery will result in the denial of your visa and visas for your family. Any fees paid to the U.S. government in support of your visa application(s) are nonrefundable. If you failed to include a child who had already been born, or a spouse to whom you were married when you entered the lottery, you should not proceed with the visa application. You can review the eligibility requirements online.

## **Arrival at the Embassy**



#### **Entering the International Zone**

The U.S. Embassy in Baghdad is located inside the International Zone. To get to the embassy, you must go to the checkpoint in Al-Nusoor Square (also known as Al-Harthiyah checkpoint), shown on the map below as "Entry Point." Shortly before your visa interview, the embassy will email you an appointment letter <u>and</u> an access letter to allow you into the International Zone. You must print the access letter and bring it with you on the appointment date.



Once you pass through the security inspection at the checkpoint, you will be directed to a waiting area, where an embassy escort will give you directions to board the embassy's shuttle bus for visa applicants. Failure to show up to your appointment on time will result in your appointment being rescheduled for a later date.

**Visa applicants must depart the same way they arrived.** Applicants who use the embassy's shuttle bus and escort services upon arrival in the International Zone <u>must</u> use the embassy's shuttle bus and escort services to depart the International Zone. After your appointment, you may need to wait to depart until a scheduled shuttle bus is available.

#### Forbidden items

To avoid delaying your entry and that of those in line behind you, please bring only what is required for your interview. Applicants will not be allowed to bring any weapons or electronic equipment into the embassy, including cellular telephones. All bags are subject to search, and applicants will be prohibited from bringing excessively large baggage into the embassy.